

TOWN OF FOREST HEIGHTS COUNCIL WORK SESSION MEETING

Monday, April 4, 2022
7:30 pm
Municipal Building

Agenda

- I. Call to Order
- II. Roll Call
- III. Moment of Silence
- IV. Pledge of Allegiance to the Flag of the United States of America
- V. Approval of Agenda
 - a. Minutes from March 7, 2022
 - b. Minutes from March 16, 2022
- VI. Public Period (limit 2 minutes)
- VII. Reports
 - a. Treasurer
 - b. Public Works Director
 - c. Ombudsman
 - d. Police Chief
 - e. Town Administrator
- VIII. Councilmember/Mayor Report
 - a. Ward I
 - b. Ward II
 - c. Ward III
- IX. Legislation
 - a. Resolution 16-22 A resolution authorizing the acceptance of a grant awarded from the United States Department of Justice Office of Community Oriented Policing Services (COPS) in the amount of \$864,000 over a 3-year period through the COPS hiring program of 4 police officers
 - b. Resolution 17-22 A Resolution approving a Purchase and Service Agreement with diligent to acquire BoardsDocs® Software regarding electronic meeting agendas and record retention to be administered by the Forest Heights Clerks Office
 - c. Resolution 18-22 A Resolution to approve a sub-recipient agreement between the Town and the Greater Oxon Hill Community Development Corporation for use of American Rescue Plan Act Funds

TOWN OF FOREST HEIGHTS

COUNCIL WORK SESSION MEETING

- d. Resolution 19-22 A Resolution to authorize the acceptance of a grant from the Local Government Insurance Trust for Body Cameras for the Town of Forest Heights Police Department
 - e. Resolution 20-22 A Resolution to deadline and/or sell or otherwise dispose of Surplus Police Vehicles
 - f. Resolution 21-22 A Resolution to purchase (5) Police Vehicles and equipment as an addition to the Fleet for New Cops Grant Officers
 - g. Resolution 22-22 A Resolution to set forth and establish the Town's real property Tax Rate for Fiscal Year 2023
 - h. Resolution 23-22 A Resolution to establish a renewable Energy Goal for the Municipal Government of the Town of Forest Heights
 - i. Resolution 24-22 A Resolution of the Mayor and Council of the Town of forest Heights, Maryland to approve the Employment of Jenchesky Santiago as Crewman II to serve within the Forest Heights Public Works Department
- X. New Business
- XI. Adjournment

Town of Forest Heights
Town Council Work Session Meeting
Monday, March 7, 2022 - 7:30 PM
Meeting Minutes

Call to Order:

Roll Call: CM Atkinson, CM Barnes, CW Brownson, CW Noble, CM Lilly, CP Hines and Mayor Washington, CM Atkinson no present. Quorum established

Moment of Silence:

Pledge of Allegiance:

Approval of Agenda: Motion by CM Washington to approve the agenda; seconded by CP Hines.

Approval of Consent Agenda: Motion by CM Washington to approve the consent agenda; Motion by CW Brownson to amend Agenda for missing Minutes from Feb. 7, 2022; all in favor; motion passed.

Presentation by CDC Ms. Cynthia Mann on Small Act of Kindness: The CDC has a program called "Small Acts of Kindness" and they would like to recognize 20 seniors and people with disabilities for snow removal and lawn care. She recommended that each council submit a list of residents from their wards to her for the upcoming service.

CW Brownson: wonders if disabled seniors, or those of a specific age or income level, might be eligible?

Ms. Mann: stated that if no one in the home can provide these services, they really don't want to impose any meaningful restrictions on the program.

CP Hines: asked how often does this grass cutting happen in the summertime?

Ms. Mann: Stated that they generally cutting lawn twice a month. Starting in March.

CM Lilly: inquired about properties with driveways, whether they would be plowing those as well, and whether he could also submit a list for Ward 1.

Ms. Mann: Stated yes, properties with driveways, would also be on that list but would need to be evaluated.

Presentation by Grant manager Mr. John O'Connor, the Town was awarded a one hundred sixty-four-thousand-dollar grant to facilitate the hiring of four police positions within the Town of Forest Heights by the Department of Justice. The total reward is eight hundred sixty-four thousand, but it's split into a two-portion funding scenario. It's known as a "matching grant opportunity," and the Department of Justice has found funding in the amount of \$500,000. So, the Town and two sites will be responsible for the matching portion of three hundred and sixty-four thousand dollars. So, during this three-year period, it supports four police positions directly related to community-oriented policing within the police department and affecting the residents of the town. Unfortunately, under this grant, the police equipment is not included. However, officer salaries, fringe benefits, health care, all of that is covered under this. Per capita, this is one of the largest awards in the state of Maryland. There were only three municipal agencies that were awarded a grant for cops in this funding cycle. We have the DOJ cops funding a \$500,000 American Rescue Plan with one hundred and thirty-five thousand dollars, automated speed enforcement revenue of \$150,000, and the use of seventy-nine thousand dollars of unrestricted fund balance. By allocating the funding through the ARPA, AFC, and fund balance, we make the total grant for the lifecycle of this program eight hundred sixty-four thousand dollars.

CW Noble: reference to the speed camera as part as the match. Because I guess prior the speed camera was allocated, or were something else, right? So how were we able to allocate for this? Or do we take in consideration all the other things as well?

Mr. O'Connor: Yes, we did. We looked at the revenues that were already allocated, the revenues that were encumbered and the revenues that were available to use on other funding sources or other programs from that funding source.

Public period:

Mr. Kennedy II: It was nice to see the number of volunteers that showed up for the COVID testing giveaway this past Saturday. It was also equally as nice to see new speed humps in various sections of the town, and they are painted, so you can't miss them. I have two questions. If somebody can get back to me with an answer about the couple of sidewalks that are basically leading into school that are trip hazards, I would appreciate it. I don't know where that's falling on our priority list right now or when that's going to get addressed. Also, it appears that there are an increasing number of residences with more trash than can fit in the restricted number of trash containers. I'm not sure how many folks are aware that they can buy another one. I don't know which department would follow up on that because obviously to see that, someone would have to be out at six, I guess, shortly after 6:00am, when the trash company comes through. This is a common misunderstanding.

Ms. McMillan: We have a parking issue: Woodland drives her house backs up to Black Hawk Lane. that's the only parking you have available for a few of us residents their I. I stopped by the town hall office in January because with all the big snowstorms, my car was hit and then someone drove off. And I never knew who hit my car, but that is the only parking I have available along Woodland Drive along with a few of my neighbors. Back in August of 2019, I attended a town meeting to inquire about the possibility of restoring parking on Black Hawk Lane. And at the time,

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CM Noble my other question will be, were we or did we look at what the total restoration would be in reference to price for this contractor?

Mr. Vaughn no, now at this time we're dealing with the safety issues and then we will go back and revisit. Vote 6 Yea; 0 Nay; motion passed

- e. **Charter Amendment Resolution 01-22** A Charter Amendment Resolution Of The Mayor And Council Of The Town Of Forest Heights, Maryland Amending Section 33-3 (Number; Selection, Term), Section 33-6 (Meetings); Section 33-15 (Number; Selection, Term); Section 33-32 (Election Of Mayor); And Section 33-33 (Election Of Councilmen); Of The Charter Of The Town Of Forest Heights, Maryland To Change The Term Of Office For Elected Officials From Two To Four Years To Commence After The General Municipal Election Held In March Of 2023; And Generally Relating To The Terms For Elective Office Within The Town Government. motion by Mayor Washington to waive the full reading; seconded by CM Brownson, all in favor; discussion. **CM Brownson** this charter stated an election every Two years. When you're working on projects that you dedicate to something, it may not be enough. That goes with council and mayor. **Mayor**, I do agree with Councilmember Bronson two years isn't enough time. **CM Nobles** So it will save the town money in reference to sponsoring elections every year. I mean, initially, we'll see it every year for the next three years, but this year and next year and 2023 and 2024. But after that, there will be some breaks in the time of elections, which will eventually save the town some money in time. *Town Attorney Best* move that we post this notice for 21 days and have a public hearing after and then you can pass the amendment right after.

New Business

CM Barnes mention that he had speaking with the Chief, about the people speeding throughout the town and not stopping at the stop sign. And moved cameras to different locations.

Mayor stated that Mr. Robinson, the Chief, and himself have a meeting on Tuesday, and there will be further discussion to see what additional enforcement can be done about these speeders. We will also have public works to go around and do an assessment to make sure that all our signs are properly posted, and the white lines are painted in.

CM Barnes ask the status on the speed humps for pit lane.

Mayor mentioned that the public works department and the Council Liaison will be meeting on Thursday to finalize what we're going to do as far as speed humps are concerned.

Town attorney Best, explain some things about speed cameras, up until the last General Assembly session, you could only have speed cameras run in a school zone at a designated school zone within a half mile of the school hours. Now you can place two speed cameras in residential areas anywhere on a municipal street or county highway. That's residential. The thing is, though, you must declare what's called a residential district. You must be approved by an ordinance or resolution. But you can put speed cameras in all your residential streets now if you do it properly by legislation and give proper notice to the public before you operate your speed cameras on residential streets.

CM Lilly mentioned despite the presence of speed cameras on the lower sections of 210, racing and vehicle noise are becoming a frequent occurrence in the morning and evening. I was hoping we might look at some ideas for how we might be able to deal with it. Then there were the comments regarding speeding enforcement. Is it possible that some of the new cops we hire will be able to perform some physical enforcement? I agree that cameras can be beneficial, but I believe that remedial action would be more effective if we were able to speak with the resident or nonresident and inform them of our presence.

Mayor stated that Forest Heights is situated in such a way that we have the Beltway. We have 210. We have Oxen Hill Road. We have limited the road. I know that the police patrol, we just don't solely depend on the cameras. They are active patrols. They are active traffic stops. We're on a flight path the noise from mufflers and aftermarket exhaust systems, things of that nature. We have a new generation of fast and furious. This is a serious issue. I understand that residents want peace and quiet. I want it to because I hear it all night on top of the planes and helicopters and everything else that goes on around here.

Chief, address CM Lilly. I'm a member of a committee that meets once a month in the 210-corridor. I'll take your concerns about the noise on 210 and address them in terms of what we can do about the noise barrier from a state or highway safety standpoint. What I'd want to talk about is an expungement clinic we held on February 26 in collaboration with the state attorney's office. Yes, we police the law, but we also go out of our way to assist folks in receiving a second opportunity. I'd want to thank the mayor publicly because he was the driving force behind it when we had to serve 124 Maryland citizens, not just in Prince George's County, but across the state. We were successfully able to expunge or start the process of one hundred and twenty-four people, but a lot more were served,

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and they were very appreciative. CM Noble and CM Lilly also came out. I think we forged a relationship with the newly elected council, Glenn Ivey, his wife, and the state attorney. So, I just want to say thank.

CP Hines, I just wanted to tell the chief of police that you have a great set of officers on your hands. Thank you for showing me around and talking to the residents on Saturday and the COVID-19 Kits.

CM Lilly: I want to thank each person that was involved with the planning and execution of our existing distribution event on Saturday. I wanted to specifically call out Captain Jones, who was the driving force behind logistics, technology, and the implementation of so much of what we did that day, and everyone who showed up, including Mayor Washington and all the council people. It was just a great time to connect with residents and also do some bond building, get a project done together, and also learn from it. Our newly elected District Council member, Ed Burrows, is hosting an event on Tuesday where residents can call in from 3–7 pm to ask questions and provide feedback or concerns. I'll get that to the town clerk so that residents can get the actual phone number and other information.

Mayor's town meetings are back in-person starting with the third Wednesday meeting. We are in-person for the swearing-in and would like to see each of you. We'll still wear masks and maintain social distance.

Meeting Adjourned: 9:00PM.



**Town of Forest Heights
Town Meeting – 8:00 PM
Wednesday, March 16, 2022
Municipal Building Meeting**

Minutes Call to Order: 8:05 PM

Roll Call: CPW Hines; CW Noble, CM Lilly, CM Barnes and Mayor Washington, not present CM Atkinson; CW Brownson; quorum established.

Moment of Silence:

Pledge of Allegiance:

Approval of Agenda: Motion by Mayor Washington to approve the agenda; seconded by CW Hines; all in favor; motion passed.

Freddie Colston Election Chairman readied FH Election Board Talley Sheet for Town New Council Members: Ward I - Troy Lilly 21; Ward II - Theresa Brownson 14 and Jonathon Kennedy, II 34; Ward III - Paula Noble 34; Write-ins 6; Absentee 7

Mayor Washington adopted the Talley Sheet and swore in its new councilmembers: Troy Lilly, Ward I, Jonathan Kennedy, II, Ward II, and Paula Noble, Ward III.

Public Period: Mrs. Burnette on Fox Way, discusses the house next door that is undergoing repairs. What are you going to do about it? She shouldn't have to look at the property every day in that state.

Legislation: None

New Business:

CM Lilly mentioned that there was a difference between the text alert that was sent out and the information in the newsletter about snow emergency parking. That we are clearer, so that there is no confusion about what people must do.

CP Hines stated that she walked throughout Town handing out COVID-19 kits to residents, and that they were very appreciated, and that they wanted to make sure the Council knew it.

CM Barnes stated that a new residents received a nasty note for parking in front of someone's house. He'd want to know if anything can be done regarding the parking situation, and if homeowners should be aware that there are no allotted parking spaces unless someone in the household has acquired a disability parking space from the county.

CM Noble mentioned that March is Women's History Month, and she would like to mention that Sue McGinnis was the first African American woman mayor in the Town of Forest Heights.

Meet Adjourned: 8:24pm

**Town of Forest Heights
Treasurer's Report
April 4, 2022**

- Updated -

	Bank Acct Balance <u>04/01/2022</u>	Quickbook Balance <u>03/31/22</u>	Quickbook Balance <u>03/31/21</u>
TD Bank General Fund	195,648.45	117,097.79	84,077.51
TD Bank Rainy Day Fund	163,132.40	163,132.40	160,132.40
TD Bank Speed Camera	3,908,890.64	3,908,890.64	3,618,965.51
TD Bank ARPA Fund	1,029,789.61	1,029,789.61	213,664.59
	<u>5,297,461.10</u>	<u>5,218,910.44</u>	<u>4,076,840.01</u>

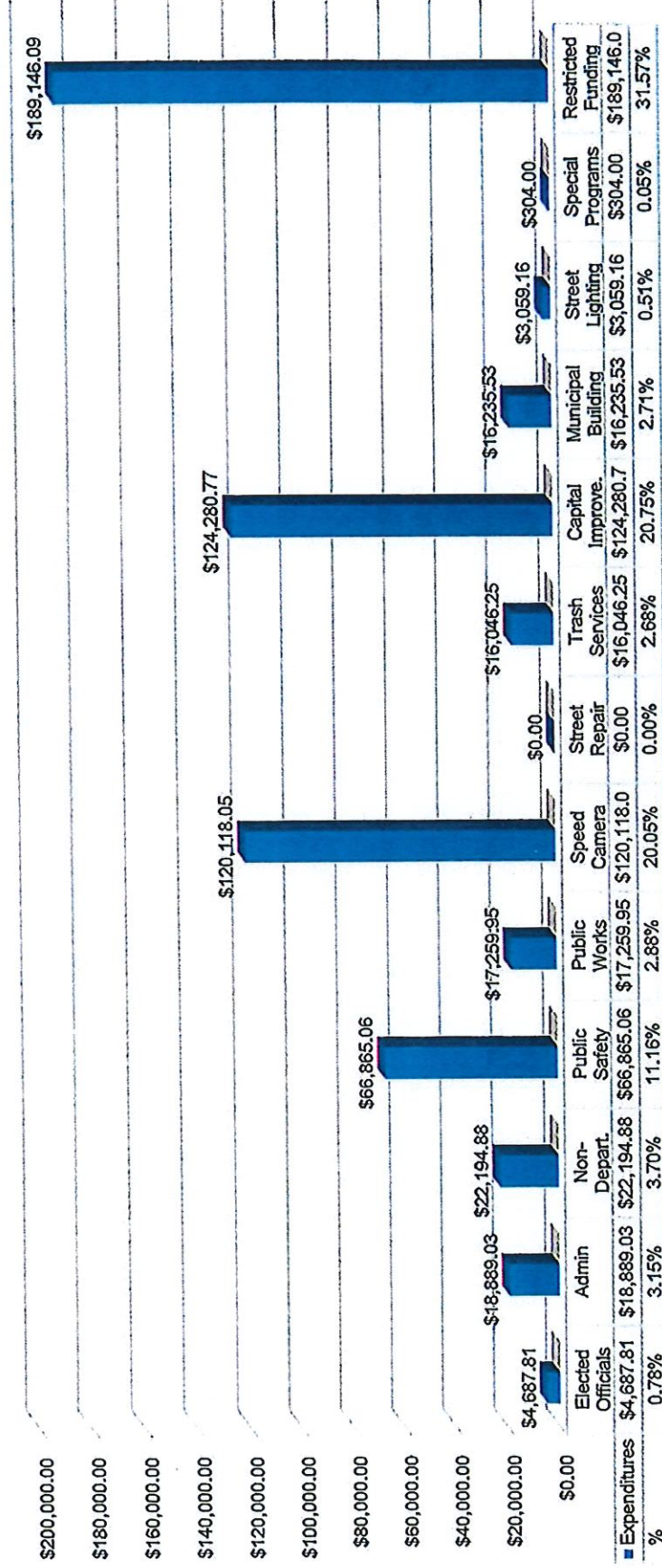
General Fund Highlights:

1. Real Estate Tax distribution - \$5,197.32
2. Income Tax special distribution - \$3,484.59
3. Highway User Revenue distribution- \$17,898.70
4. Income Tax special distribution - \$10,250.76
5. GOCCP SAPP Grant disbursement - \$16,909.25
6. PG Co. Waste Rebate - \$1,999.00
7. HomeServe Water/Sewer Program Rebate - \$1,919.09
8. LGIT Body Camera Grant disbursement - \$5,000.00
9. Comcast Franchise Fee - \$4,081.67

ARPA Fund Highlights:

1. Transfer to the General Fund Checking Account in the amount of \$181,368.72 for Employee Premium Pay and FICA.
2. Transfer to the General Fund Checking Account in the amount of \$8,541.85 for the Project Manager March 2022 Salary, quarterly FICA allocation, purchase of laptop/mouse and February/March phone expense.

March 2022 Expenditures



The Town of Forest Heights

Department of Public Works

Larry D. Vaughn, Director

March 30, 2022

Town Appearance:

- Maintenance and upkeep of the Community Park next to Henry's
- Daily Trash pickup throughout the town
- Monthly inspection of the Tot Lot
- Patching of potholes
- Reporting of Street light outages
- Leaf Pick up
- Cleaning storm drains and curbs of leaves and grass
- Cutting/removal of fallen trees
- Maintaining the Pet Waste Stations
- Monitoring of the Big-Belly Trash Compactors

Town Infrastructure:

- New EV charger from Pepco has been installed by Weisman Electric for the DPW Garage
- We have yet to get the residents to understand/comply fully with the trash and bulk trash directives. Goode must also be consistent as to what they will and will not pick up.
- The grass cutting season is already upon us and grass is being blown out into the streets. We must stop this now before it gets out of hand.
- Yellow Steel Bollard have been placed around the Brick Wall at the round-a-bout to prevent further damage to the wall.
- Replaced battery in Big Belly Trash Compactor on Livingston Rd.
- Negotiations for the installation of speed humps are coming to a close.
- There is an RFP ready to address the repair/replacement of the sidewalks in the town.

➤ Cree Drive

- DPW inspects work progress every day.
- Projected finish date for Phase I was mid to late March.
- CW Noble, Mr. Robinson, Mr. Vaughn attended a walk thru with Raja El-War (FES) on 3/25/22 @ 9:00 am, to inspect the closure of Phase I of the Cree Dr. project.
- Our findings are that there are a number of yards, driveways that need to be brought up to standards. Also noted a few trip hazards that will be addressed.
- A couple of the driveways will have Pervious Concrete placed at the end to help with the drainage of water.

The Town of Forest Heights

Department of Public Works

Larry D. Vaughn, Director

- We also noticed that there were a number of homes where water was draining from their down spots, retaining walls and driveways on to the street.

➤ **Rolph Drive**

- Z Con LLC has agreed to repair the Pervious Sidewalk on Rolph Dr.

Building Infrastructure:

- The Town Hall building is being cleaned and sanitized daily by DPW.
- Ceiling tiles are being replaced in the downstairs lobby in the Municipal Bldg.
- There have been heating and AC issues in the downstairs offices of the Municipal Bldg., we had contracted Jiffy HVAC, but that didn't correct the problem. Before moving forward, we will get a second opinion with another contractor.
- New metal shelving was placed in DPW garage to create more space in the Public Works Garage. Public works is in need of more storage space.

Equipment Maintenance

- 2020 Ford F-250 was taken to Banister Ford for an anti-freeze leak. It was repaired and returned.
- Leaf Vac was in for repairs and inspection in order to obtain LG tags. There was an issue that the trailer did not have a VIN. It will be taken to MDMVA to get a VIN on 4/1/22.
- Echo Pole saw in for repair

Other Areas:

- Interviewed a likely candidate for the vacancy in the DPW for Crewman II.
- New Motion lights have been installed in rear of Municipal Bldg.
- Answering Resident's concerns
- Making/receiving phone calls, follow ups and meetings with contractors and vendors daily.
- DPW putting out signs for the different events/meetings

TOWN OF FOREST HEIGHTS
AUTOMATED SPEED ENFORCEMENT OMBUDSMAN
March 2022
Ombudsman Report
Ronald B Govan

For the month of March, the Town of Forest Heights had

- **5** Late fees requested.
- **2** Late fee requests granted.
- **3** Late fee requests denied
- **7** Cancel citation.
- **7** Flag Release



The Town of Forest Heights POLICE DEPARTMENT

Anthony Rease, Chief of Police

Incident Type Total
 911 DISCONNECT 27
 ACCIDENT 7
 ADDED INFORMATION 2
 ANIMAL COMPLAINT 6
 ASSIST 1
 BREAK IN IN PROGRESS 2
 BREAK IN REPORT 1
 CHECK WELFARE 4
 CHECK WELFARE COMBINED 2
 CHECK WELFARE MENTAL 1
 CW18 5
 DEATH REPORT 1
 DEPT ACCIDENT PD 1
 DISORDERLY 12
 DOMESTIC 10
 FAMILY DISPUTE 3
 FOUND 1
 FRAUD 1
 GUNSHOTS 1
 HIT AND RUN 3
 HIT AND RUN W/INJURY COMBINED 1
 LOUD MUSIC COMPLAINT 2
 MISC POLICE INCIDENT 9
 MISSING PERSON 3
 MOTORCYCLE ACCIDENT COMBINED 1
 OVERDOSE BLS COMBINED 1
 PREMISE CHECK 285
 PROPERTY ALARM COMMERCIAL 2
 PROPERTY DAMAGE 2
 RESIDENTIAL ALARM 2
 RESIDENTIAL PANIC ALARM 1
 SCHOOL ALARM 1
 SHOPLIFTING 2
 STOLEN VEH 4
 SUBJECT STOP 3
 SUSPICIOUS AUTO 10
 SUSPICIOUS OCC AUTO 8
 SUSPICIOUS PERSON 1

TEXT REQUEST FOR EMER SERV 1
 THEFT J O 3
 THEFT REPORT 3
 TRAFFIC COMPLAINT 3
 UNKNOWN TROUBLE 5
 VANDALISM 2
 VEHICLE ACCIDENT COMBINED 1
 WARRANT SERVICE 1
 Total Calls --> 448

Personnel Changes:

New Officer-
 JaVaughn Taylor
 Terrence Goode
 LaRon Swann

Part-Time Code Enforcement:
 Graciela Celada

STATISTICAL REPORT

Arrest:

OnView-8

Warrants-14

Recovered Firearms-3

Administrative Office: 301-839-4040 | Non-Emergency: (301) 352-1200 | Emergency Dial: 911

5508 Arapahoe Drive Forest Heights, Maryland 20745 Follow us @ForestHeightsPD

Town Council Report For 4.7.22 Work Session

(Town Administrator)

National View Project Status

The Zoning Hearing Examiner for Prince George's County issued a decision in July of 2021 recommending approval of the National View project rezoning (Case A-10055) subject to certain conditions. If you recall, the applicant, Petra Development, requested a rezoning from One Family Detached Residential (R-55) and Rural Residential (R-R) to the Mixed Use-Transportation Oriented Zone (M-X-T).

The applicant recently filed an application for a Conceptual Site Plan for the project to the M-NCPPC for formal acceptance. The Plan depicts where the applicant would like to place the buildings, entrances and exits to the site, and other development on the property.

The conceptual plan was formally accepted by M-NCPPC on or about MARCH 22ND. Thus, the review period has begun and will continue for approximately 90 days.

Letters will be mailed out to the public (persons of record) confirming acceptance and the review process. The Town will also share the plan with its citizens for review and comment in the near future and before it is finalized.

If you have any questions, please contact the Town Administrator.

Cree Drive Drainage & Rehabilitation Project Status (Phase I)

The Cree Drive Drainage & Rehabilitation project is nearing completion and the following 3 components of the project have been finished by our contractor FES Construction:

1. Installation of an underdrain system to carry stormwater into nearby storm drains.
2. Installation of new curbs and gutters where needed.
3. Installation of new driveway aprons where needed.

The Public Works Department staff has conducted a recent walk-thru and FES is addressing expressed concerns.

The Town has contracted with Choice Concrete to install new asphalt along Cree Drive, which is the final component of this phase of the project. Choice is expected to begin work in late April.

Please contact the Public Works Director or me if you have questions.

Healthy Heights Coordinator Position Filled

The Healthy Heights Coordinator position has been filled by Forest Heights resident, Mr. Corey Poole. Mr. Poole's duties will primarily be to develop, oversee and supervise programs to benefit the senior and youth populations in the town.

Town Council Report For 4.7.22 Work Session

(Town Administrator)

Mr. Poole has training and/or work experience in the following areas: community service programs, community center management, community outreach, youth & child development, afterschool & summer programs, senior center activities and social services. He holds an MA Degree in Human Resource Management from Catholic University in Washington, DC.

Fiscal Year 2021 Audit (DiSalvo, CPA Accounting Assistance.)

The Fiscal Year 2021 Annual Audit is underway with UHY, LLC. And, as you know the Town has requested an extension from the State of Maryland to complete the audit, which will allow time for us to satisfy the increased information requirements of the new auditor.

However, during this process the Town has determined that the audit is still behind schedule because of the need to provide this increased information and, because the Town accounting and audit functions and responsibilities over the past couple of years have significantly increased, with no increase in resources.

To catch up and speed up our information response to UHY, LLC the Town has enlisted the services of Francis DiSalvo, CPA to help compile the information to complete the audit.

As you are aware, Mr. DiSalvo has been the Town auditor for a number of years past and has the experience to help fast track the audit because of his history of work with us.

Staff will also provide staffing resource recommendations to the Mayor & Town Council as part of the upcoming Fiscal Year 23 Budget process to address this matter for the future.

**TOWN OF FOREST HEIGHTS
RESOLUTION 16-22**

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A GRANT AWARDED FROM THE UNITED STATES DEPARTMENT OF JUSTICE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES (COPS) IN THE AMOUNT OF \$864,000 OVER A 3 YEAR PERIOD THROUGH THE COPS HIRING PROGRAM FOR 4 POLICE OFFICERS

Introduced by: Mayor Calvin Washington

WHEREAS, the Hiring Program of the U.S. Department of Justice's Community Oriented Policing Services ("COPS") is designed to advance public safety through community policing by addressing the full-time sworn officer needs of state, local and tribal law enforcement agencies in the United States of America; and

WHEREAS, the COPS Hiring Program provides funds directly to law enforcement agencies to hire new or rehire existing law enforcement officers to increase their community policing capacity and crime-prevention efforts; and

WHEREAS, the COPS Hiring Program will provide up to 58% percent of the approved entry-level salaries and fringe benefits of full-time officers, with a minimum of 42 % percent matched by the law enforcement agency for three years; and

WHEREAS, the Council has accepted the recommendation of the Chief of Police that securing funding through the COPS Hiring Program is in the best interest of the Town and the safety and welfare of its residents so that the Police Department can continue 24-hour Police coverage, and

WHEREAS, the grant requires the Town to retain the 4 FTE officer positions with local funds for 2 additional years after the end of the grant term; and

WHEREAS, the \$135,000.00 will be allocated from of American Rescue Plan funding, \$150,000.00 from Automated Speed Enforcement, and \$79,000.00 from fund balance will be used to meet the matching grant requirement, with the remaining \$500,000 paid from the COPS Hiring Grant. A total programmatic grant award of \$864,000.00

THEREFORE, BE IT RESOLVED that the Mayor and Town Council of the Town of Forest Heights, Maryland hereby agrees to authorize and allow the acceptance of a grant award from Department of Justice, DOJ Program number 15JCOPS-21-GG-03434-UHPX for the Forest Heights Police Department ("FHPD") in the amount of \$864,000 establishing the Department of

TOWN OF FOREST HEIGHTS
RESOLUTION 16-22

**TOWN OF FOREST HEIGHTS
RESOLUTION 16-22**

Justice FY21 COPS Hiring Grant local project number FHPD-FY22-COPS-0001, and the associated budget amendments.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

PASSED this ____ day of April, 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

WASHINGTON

KENNEDY

NOBLE

BARNES

HINES

LILLY

ATKINSON

ATTEST:

THE MAYOR AND COUNCIL OF THE TOWN
OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
, President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ____ day of April, 2022 with ____ Aye votes and ____ Nay votes the aforesaid Resolution ____-22 passed.

Sherletta Hawkins, Town Clerk

TOWN OF FOREST HEIGHTS
RESOLUTION 16-22

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 17-22**

A RESOLUTION APPROVING A PURCHASE AND SERVICE AGREEMENT WITH DILIGENT TO ACQUIRE BOARDDOCS® SOFTWARE REGARDING ELECTRONIC MEETING AGENDAS AND RECORD RETENTION TO BE ADMINISTERED BY THE FOREST HEIGHTS CLERKS OFFICE

Introduced By: Mayor Calvin Washington

WHEREAS, Diligent is a US-based web site providing open meetings management and facilitation; and

WHEREAS, the Town Administrator, Program Manager, and the Town Clerk have recommended that the Mayor and Council consider procuring BoardDocs Plus®; and

WHEREAS, BoardDocs® is cloud-based board management software for small and midsize municipalities, schools and governments with primary features including meeting agenda management, policy management, event management, advanced search, document management and voting; and

WHEREAS, BoardDocs® is the easiest and most powerful software on the market for boards, and with best-in-class security, top-rated customer support and constant innovation, BoardDocs supports key modern governance practices that are critical to the ongoing success of elected bodies and communities; and

WHEREAS, for agile boards, BoardDocs provides the tools and resources needed to manage a diverse committee structure with features that improve collaboration and incite better decision-making; as well as leveraging all core features from BoardDocs, users also can automate board member pages and packets, improve events management, access deep library management, implement multi-user authoring and approvals and track real-time progress on goals; available as an add-on for both BoardDocs LT and BoardDocs Pro, each governing body can have separate confidential meetings, separate document managers and separate administrative access; users can manage and control meetings and minutes separately for related boards and committees, designate different publishers for different boards and committees, Create separate workflows and approval processes with BoardDocs Pro Plus; and

WHEREAS, the Mayor and Council finds that several other Maryland jurisdictions use BoardDocs® such as Charles County, St. Mary's County, Wicomico County, Baltimore County Public Schools, Frederick County Public Schools, Board of Education of Harford County, Leonardtown, Prince George's County Public School and several others have engaged the services of Diligent and found it to be an efficient and cost-effective way to conduct public meetings and share public documents in a manner that is consistent with the Town Charter, and State law; and

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 17-22**

WHEREAS, the Town Charter, § 33-63(f) authorizes the Town to forego the normal procurement process through cooperative purchasing in certain cases where another government entity has already made a competitive purchase of said item and therefore the Mayor and Council may, without soliciting bids, purchase the item in question at the bid price from the successful bidder, if the Mayor and Council determines that the bid price is competitive; and

WHEREAS, the Treasurer has certified in writing that the funds are available under Line Item 8200 of the FY 2022 Budget.

NOW THEREFORE BE IT RESOLVED, by the Mayor and the Town Council of the Town of Forest Heights, that the Treasurer and the Town Administrator are hereby authorized to enroll in Diligent's Board Docs Solutions, according to the terms and conditions of the Agreement found at <https://diligent.com/governance-cloud-terms-conditions> and at total annual price of \$8,000.00, and after the Initial Term, the term of the Agreement will automatically renew for additional 1 year Renewal Terms, unless either Party provides the other written notice of non-renewal no later than 30 days prior to the expiration of the Initial Term or any Renewal Term. For each year of the Term, pricing shall increase by 5.00% on each anniversary of the Effective Date.

AND BE IT FUTHER RESOLVED, that this service shall be paid from preapproved American Rescue Plan funding. Project Number TOFH-FY22-ADMIN-1138 coinciding with the associated Capital Project Sheet.

AND BE IT FUTHER RESOLVED, that the Mayor is authorized to sign this Resolution and it shall take effect on the day it is adopted.

PASSED this ____ day of April 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

<u>ROLL CALL VOTE</u>	<u>YEA/NAY/ABSTAIN/ABSENT</u>
LILLY	_____
KENNEDY II	_____
NOBLE	_____
BARNES	_____
HINES	_____
WASHINGTON	_____
ATKINSON	_____

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 17-22**

ATTEST:

THE TOWN OF FOREST HEIGHTS,
MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
_____, President

[Exhibit 1 – Capital Project Sheet TOFH-FY22-ADMIN-1138]

[Exhibit 2 – Board Docs Agreement Number: Q-840416]

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ____ day of April 2022 with ____ Aye votes and ____ Nay votes the aforesaid Resolution __-22 passed.

Sherletta Hawkins, Town Clerk

RESOLUTION 18-22
THE TOWN OF FOREST HEIGHTS

**A RESOLUTION TO APPROVE A SUB-RECIPIENT AGREEMENT BETWEEN THE
TOWN AND THE GREATER OXON HILL COMMUNITY DEVELOPMENT
CORPORATION FOR USE OF AMERICAN RESCUE PLAN ACT FUNDS**

Introduced By: Mayor Calvin Washington

WHEREAS, under the funding administered by the State of Maryland pursuant to the American Rescue Plan Act (the Act), there is a Coronavirus State and Local Fiscal Recovery Funds (CLFRF) program, where every level of government will receive funding, regardless of size; and

WHEREAS, pursuant to Section 603(c) of the Act, fiscal recovery funds may be used to enable local governments to respond to the COVID-19 public health emergency, provide premium pay to essential workers, supplement revenue reductions incurred during the pandemic, and to make necessary investments in water, sewer, and broadband infrastructure; and

WHEREAS, on or about July 15, 2021, the Town received confirmation by email from Hagerty Consulting, an agent and contractor of the State of Maryland's Department of Budget and Management, of its request made in compliance with the American Rescue Plan Act of 2021 Coronavirus Local Fiscal Recovery Funds (CLFRF) disbursement; and

WHEREAS, said email further stated that the Town's final allocation is \$2,526,205.34, of which 50%, or \$1,263,102.67, was disbursed to Forest Heights in a first tranche, and pursuant to the U.S. Treasury, the remainder of the funds will be distributed in no less than 12 months by the Md. Department of Housing and Community Development, who is responsible for disbursing the funds; and

WHEREAS, unlike eight (8) of the larger cities in Maryland, the Town of Forest Heights is a non-entitlement municipality under federal Community Development Block Grant (CDBG) program and CLFRF funding will be distributed based on population with estimates for Prince George's County's non-entitlement municipalities to be approximately \$160,941,034 with Forest Heights' share initially estimated at \$2,142,984, later increased, according to the Congressional Research Service, but the amount awarded may not exceed an amount equal to 75 percent of the most recent budget as of January 27, 2020; and

WHEREAS, non-entitlement units ("NEU's"), such as the Town, that receive funding from the State and Local Fiscal Recovery Funds Programs are required to meet compliance and reporting responsibilities including submission of annual Project and Expenditure Reports to the Department of the Treasury until the end of the CLFRF award period on December 31, 2026, and activities funded under this process must be documented in writing by September 30 of each year; and

WHEREAS, in addition to an annual Project and Expenditure Report, NEU'S are further required to report key information provided on Projects, Expenditures, Project Status, Project

The Town of Forest Heights

Resolution 18-22

Page 1

RESOLUTION 18-22
THE TOWN OF FOREST HEIGHTS

Demographic Description, Subawards, Civil Rights Compliance, and Programmatic Information, and further provide added documentation and information such as a signed award terms and conditions agreement, signed assurances of compliance with Title VI, and provision of various budget documentation; and

WHEREAS, the Town Charter, §33-19(25) authorizes the Council to have, in addition, the power to pass ordinances not contrary to the laws and Constitution of this State to pass ordinances for the specific purposes of accepting gifts and grants of Federal or of State funds from the Federal or State governments or any agency thereof, and to expend the same for any lawful public purpose, agreeably to the conditions under which the gifts or grants were made; and

WHEREAS, on June 23, 2021, the Council passed Emergency Ordinance 02-21 approving the FY 22 Budget and found that said ordinance and/or the supplemental detailed line-item budget referenced in said Emergency Ordinance would necessitate further amendment to receive and appropriate the Town's allocation of Coronavirus State and Local Fiscal Recovery Funds under the American Rescue Plan Act of 2021 ("ARPA"), also called the COVID-19 Stimulus Package or American Rescue Plan, Pub L. No. 117-2; and

WHEREAS, pursuant to Section 33-45 of the Town Charter, the budget shall be prepared and adopted in the form of an ordinance, and pursuant to the Common Law of Maryland, the budget ordinance may be amended by resolution if so authorized pursuant to ordinance such as the original budget ordinance enacting the initial fiscal year budget; and

WHEREAS, on or about November 17, 2021, the Town Council passed Resolution 41-21 to amend the FY 2022 Budget and the detailed line-item budget to add revenue and expenditure line items in the amount of \$1,263,102.67 for line items 6200 and 8200 (ARP Coronavirus Funds) respectively to said budget documents for the first tranche; and

WHEREAS, staff prepared a document entitled "Town of Forest Heights Recovery Plan – State and Local Fiscal Recovery Funds – 2021 Report" (4 pp.), that includes a Table of Expenses by expenditure category outlining the anticipated categories in which the Town will operate its CLFRF programs.

WHEREAS, one of the approved category of expenses in said Plan includes the allocation of ARPA funds to be distributed as "Aid To Non-Profit Organizations" under the plan category of "Negative Economic Impacts" in connection with the pandemic; and

WHEREAS, the Town of Forest Heights routinely partners with the Greater Oxon Hill CDC on a number of projects that benefit the Town and citizens; and

RESOLUTION 18-22
THE TOWN OF FOREST HEIGHTS

WHEREAS, the Town wishes to provide \$10,000.00 of its ARPA funds from line item 8200 within the category of Aid To Non-Profit Organizations to the Greater Oxon Hill CDC, a duly registered Maryland non-profit organization in good standing, for general project and program administration and for other purposes consistent with the use of these funds.

NOW THEREFORE BE IT RESOLVED, that the Town Council hereby approves the attached Sub-Recipient Agreement contained herein and referenced as Exhibit A, which sets forth the parameters connected to receipt of the ARPA funds including, understanding the use of said funds, conditions associated with the funds awarded, performance measures, and documentation to be maintained, submitted and reported by the sub-recipient.

BE IT FURTHER RESOLVED, that the Mayor is authorized to sign the attached Sub-recipient Agreement on behalf of the Town and execute any other related documentation needed to carry out the intent of this Resolution.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

PASSED this ____ day of April, 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

WASHINGTON

KENNEDY

NOBLE

BARNES

HINES

LILLY

ATKINSON

ATTEST:

THE MAYOR AND COUNCIL OF THE
TOWN OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

CERTIFICATION

RESOLUTION 18-22
THE TOWN OF FOREST HEIGHTS

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ___ day of April, 2022 with ___ Aye votes and ___ Nay votes the aforesaid Resolution ___-22 passed.

Sherletta Hawkins, Town Clerk

[Exhibit A- Sub-recipient Agreement between Town of Forest Heights and Greater Oxon Hill CDC]

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 19-22**

**A RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF A GRANT FROM THE
LOCAL GOVERNMENT INSURANCE TRUST FOR BODY CAMERAS FOR THE
TOWN OF FOREST HEIGHTS POLICE DEPARTMENT**

Introduced by: Calvin Washington

WHEREAS, for the fiscal year 2022 the Local Government Insurance Trust ("LGIT") is funding a special equipment grant to help its member law enforcement agencies purchase officer worn body cameras; and

WHEREAS, body-worn cameras ("BWC's") by criminal justice practitioners is rapidly becoming standard service equipment for many law enforcement agencies across the nation, and LGIT believes using this type of device could have a direct impact on law enforcement liability; and

WHEREAS, to help its members purchase this equipment, the LGIT Board of Trustee's has authorized grant funding and grants to be reviewed by LGIT's Risk Management Committee to provide a grant for a member police agency to purchase cameras of their choice. However, no single grant request to a municipality can exceed \$5,000, and grant requests are further limited to one member police agency per fiscal year, whereby grants will be reviewed on a first come, first served basis as long as funding is available; and

WHEREAS, in 2019 Forest Heights Police Department has elected to purchase the Axon body camera based on their research and department needs and further recommended that the Town adopted a Law Enforcement Body Camera Policy, and

WHEREAS, Captain Marcus Jones applied, and the Forest Heights Police Department was awarded a grant from LGIT for \$5,000 towards the Forest Heights Police Department Body Camera program.

AND BE IT FURTHER RESOLVED that the Mayor and Town Council of the Town of Forest Heights, Maryland hereby agrees to authorize and allow for the acceptance of a Law Enforcement Body Camera Grant from the Local Government Insurance Trust for the Forest Heights Police Department ("FHPD") in the amount of \$5,000.00 for FY2022.

AND BE IT FURTHER RESOLVED that the Mayor, on behalf of the Town, is hereby authorized to accept a grant from the Local Government Insurance Trust for Body Cameras for the Town of Forest Heights Police Department.

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 19-22**

AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage.

PASSED this ____ day of April, 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

<u>ROLL CALL VOTE</u>	<u>YEA/NAY/ABSTAIN/ABSENT</u>
WASHINGTON	_____
KENNEDY	_____
NOBLE	_____
BARNES	_____
HINES	_____
LILLY	_____
ATKINSON	_____

ATTEST:

THE MAYOR AND COUNCIL OF THE TOWN
OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
, President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ____ day of April, 2022 with ____ Aye votes and ____ Nay votes the aforesaid Resolution ____-22 passed.

Sherletta Hawkins, Town Clerk

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 20-22**

**A RESOLUTION TO DEADLINE AND/OR SELL OR OTHERWISE DISPOSE
OF SURPLUS POLICE VEHICLES**

Introduced by: Mayor Calvin Washington

WHEREAS, pursuant to Forest Heights Town Code (Article 20) Financial Management and Internal Controls, section §20.4 (Procedures) and subsections ((a) 8, 9, & 10), the legislative body has incorporated the procedures to dispose of surplus property; and

WHEREAS, the Town of Forest Heights Police Department currently has vehicles listed in the attached Exhibit A which are aging, inoperable and/or impractical to operate in the current Police Department vehicle fleet; and

WHEREAS, the vehicles in Exhibit A would require extensive and costly repairs to remain in the current Police Department vehicle fleet; and

WHEREAS, the Town is exploring various options to dispose of these vehicles pursuant to the abovementioned Town Code reference and provisions for said property; and

WHEREAS, it is hereby declared by the Town Council that the vehicles listed in Exhibit A be authorized for disposal as surplus property of the Town.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Town Council of Town of Forest Heights, Maryland hereby agrees to deadline and/or sell listed property in Exhibit A, and that said transaction(s) shall comply with the provisions set forth in Town Code section §20.4 and shall be disposed of by competitive sale or by gift to a governmental or non-profit organization per the Mayor's discretion.

BE IT FURTHER RESOLVED, that the Mayor is authorized to sign or execute any other related documentation needed to carry out the intent of this Resolution.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

LILLY

KENNEDY II

NOBLE

BARNES

HINES

TOWN FOREST HEIGHTS
RESOLUTION 20-22

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 20-22**

WASHINGTON _____

ATKINSON _____

ATTEST:

THE TOWN OF FOREST HEIGHTS,
MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
_____, President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the _____ day of May 2022 with _____ Aye votes and _____ Nay votes the aforesaid Resolution ____-22 passed.

Sherletta Hawkins, Town Clerk

[EXHIBIT A]

**TOWN OF FOREST HEIGHTS
RESOLUTION 21-22**

**A RESOLUTION TO PURCHASE (5) POLICE VEHICLES AND EQUIPMENT AS AN
ADDITION TO THE FLEET FOR NEW COPS GRANT OFFICERS**

Introduced by: Mayor Calvin Washington

WHEREAS, the Town Charter, § 33-63(f) authorizes the Town to forego the normal procurement process through cooperative purchasing in certain cases where another government entity has already made a competitive purchase of said item and therefore the Mayor and Council may, without soliciting bids, purchase the item in question at the bid price from the successful bidder, if the Mayor and Council determines that the bid price is competitive, and

WHEREAS, the Town Charter, § 33-63(g) further authorizes the Mayor and Council by a two-thirds vote to waive the competitive bidding requirements of said Charter section for good cause shown for sole source procurements of unique products and services, and that written findings as to the basis of such waiver shall be placed in the journal of the Council's proceedings, and

WHEREAS, the Town Ordinance Code, § 20-4(a)(6) states that upon written findings entered into the journal, the Mayor and Council may exempt the purchase of a good or service from competitive selection processes when the purchase qualifies as a sole source procurement as a result of several circumstances including: One vendor is the only one qualified or eligible or is quite obviously the most qualified or eligible to provide the good or service or the procurement is of such a specialized nature or related to a specific geographic location that only a single source, by virtue of experience, expertise, proximity, or ownership of intellectual property rights, and could most satisfactorily provide the good or service, and

WHEREAS the Council finds that it is prudent and necessary to purchase five (5) 2022 Ford Police Interceptor Utility vehicles, and

WHEREAS the Mayor and Council desire to purchase five (5) new police vehicles from Chapman Auto Group 1100 Easton Road, Horsham, PA 190044 through the 911Leasing.com Finance Company, 432A Frye Farm Road Greensburg, PA 15601 at the amount of \$172,355.00. Other municipalities have purchased items from Chapman Auto Group, and as such, is hereby considered to be quite obviously the most qualified or eligible vendor to provide the good or service and/or the procurement is of such a specialized nature or related to a specific geographic location that only a single source is reasonably available, by virtue of experience, expertise, and proximity, and

WHEREAS the Mayor and Council desire to use Priority Install, LLC. 8340 Beechcraft Avenue, Suite C, Gaithersburg, MD 20879 as a vendor to purchase and install all equipment at total cost of \$112,875.00, and

WHEREAS the Mayor and Council desire enter into a five-year contract with Axon Enterprises Inc for in-car cameras, body cameras, taser, and unlimited storage for the additional Officers and to make year one of five payment (\$35,015.97) with a total price over 5 years \$140,063.95, and purchase an Axon Air System for traffic and investigatory matters at a cost of \$70,530, and

**TOWN OF FOREST HEIGHTS
RESOLUTION 21-22**

WHEREAS the Mayor and Council desire to use Motorola Solutions, as a vendor to purchase radio equipment at total cost of \$43,296.75, and

WHEREAS the Mayor and Council desire to use White Dot Services 7624 Airpark Road, Gaithersburg, MD 20879, as a vendor to decal the vehicles at total cost of \$4,459.45 and,

WHEREAS, the Treasurer and Project Manager has certified that the funds are available under American Rescue Plan Act (ARPA) project number FHPD-FY22-ARPA-1127 budget line item 8200 and it has been verified that the Chapman Auto Group is a unique provider has made government sales, and the procurement is for items of a specialized nature in accordance with Section 20-4(a)(6) of the Ordinance Code for the Town of Forest Heights.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Town Council of Town of Forest Heights, Maryland hereby authorizes the Chief of Police or his designee to enter into a six-year finance agreement with 911 Leasing.com to lease/purchase five police vehicles from Chapman Auto Group and the installation of all equipment by Priority Install LLC., for a price not to exceed \$554,451.75 with 10% down (\$55,445.18) and payments to start March 1, 2023.

AND BE IT FURTHER RESOLVED this transaction will proceed as further described herein and in the above recitals which are incorporated by reference herein.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

PASSED this ____ day of April, 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

WASHINGTON

KENNEDY

NOBLE

BARNES

HINES

LILLY

ATKINSON

ATTEST:

THE MAYOR AND COUNCIL OF THE
TOWN OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

TOWN FOREST HEIGHTS
RESOLUTION 21-22

**MAYOR AND TOWN COUNCIL
THE TOWN OF FOREST HEIGHTS
RESOLUTION 22 – 22**

**A RESOLUTION TO SET FORTH AND ESTABLISH THE TOWN'S REAL
PROPERTY TAX RATE FOR FISCAL YEAR 2023**

Introduced by: TOWN COUNCIL

WHEREAS, pursuant to Section 33-44 of the Town Charter, the Mayor, on such date as the Council shall determine, but at least thirty-two days before the beginning of any fiscal year, shall submit a budget to the Council; and

WHEREAS, pursuant to Section 33-45 of the Town Charter, before adopting the budget the Council shall hold a public hearing thereon after two weeks' notice thereof in some newspaper or newspapers having general circulation within the municipality; and

WHEREAS, pursuant to Section 33-51 of the Town Charter all real property and all tangible personal property within the corporate limits of the Town, or personal (business) property which may have a situs there by reason of the residence of the owner therein, shall be subject to taxation for municipal purposes, and the assessment used shall be the same as that for State and County taxes; and

WHEREAS, pursuant to Section 33-52 of the Town Charter, from the effective date of the budget, the amount stated therein as the amount to be raised by the property tax shall constitute a determination of the amount of the tax levy in the corresponding tax year; and

WHEREAS, the current Noncommercial and Rented Residential Real Property Tax Rate for the Town of Forest Heights was set at \$.5076 per \$100 of assessment effective July 1, 2021; and

WHEREAS, according to the State Department of Assessments and Taxation, the Town's noncommercial and rented residential real property assessable base will increase for Fiscal Year 2022 by 9.3%, from \$206,129,616 to \$225,350,116.

NOW THEREFORE BE IT RESOLVED that subject to the pending final approval of the FY 2023 Budget and annual tax levy to be stated therein, the Mayor and Town Council of The Town of Forest Heights, Maryland hereby agrees to adopt and intends to establish a real property tax rate of \$.4654 per \$100 of assessment (for noncommercial real property);

**MAYOR AND TOWN COUNCIL
THE TOWN OF FOREST HEIGHTS
RESOLUTION 22 – 22**

AND BE IT FURTHER RESOLVED that SDAT has declared the Town exempt for FY 2023 from the requirements of the CYTR law regarding rented residential property; however subject to the pending final approval of the FY 2023 Budget, the Mayor and Town Council of The Town of Forest Heights, Maryland hereby agrees to adopt and intends to establish a real property tax rate of \$.4654 per \$100 of assessment (for rented residential real property);

AND BE IT FURTHER RESOLVED that SDAT has declared the Town exempt for FY 2023 from the requirements of the CYTR law regarding commercial real property; however subject to the pending final approval of the FY 2023 Budget, the Mayor and Town Council of The Town of Forest Heights, Maryland hereby agrees to adopt and intends to establish a real property tax rate of \$.5313 per \$100 of assessment (for commercial real property);

AND BE IT FURTHER RESOLVED that this Resolution shall take effect July 1, 2022.

PASSED this ____ day of _____ 2022.

APPROVED:

By Order of the Town Council of
The Town of Forest Heights, Maryland

ATTEST:

THE TOWN OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

_____(SEAL)
Calvin Washington, Mayor

, Council President

**MAYOR AND TOWN COUNCIL
THE TOWN OF FOREST HEIGHTS
RESOLUTION 22 – 22**

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland,
that on the ____ day of ____ 2022 this Resolution __ - 22 was enacted and approved with ____
Aye votes and ____ Nay votes.

Sherletta Hawkins, Town Clerk

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 23-22**

**A RESOLUTION TO ESTABLISH A RENEWABLE ENERGY GOAL FOR THE
MUNICIPAL GOVERNMENT OF THE TOWN OF FOREST HEIGHTS**

Introduced by: Mayor Calvin Washington

WHEREAS, the Town of Forest Heights (the “Town”) has been a participant in the Maryland Energy Administration's Smart Energy Communities Program and the Town has committed to being a socially responsible leader by decreasing its electricity consumption; and

WHEREAS, the Mayor and Council approved Resolution 54-13 entitled “A Resolution to approve a Maryland Emergency Administration Smart Energies Grant Program Grant Agreement” in the amount of \$72,500 on June 19, 2013; and

WHEREAS, the Mayor and Council approved Resolution 75-13 entitled “A Policy Declaring the Town of Forest Heights’ Intent to take a Leadership Role on Reducing Electricity Consumption within the Town Hall and Garage Building, Partnering with the Maryland Energy Administration, and Enrolling as a Maryland Smart Energy Community” on October 16, 2013; and

WHEREAS, the Mayor and Council approved Resolution 40-15 entitled “A Resolution to Support the Prince George’s County Municipal Collaboration FY 2016 MEA Empower LMI (low to moderate income) Communities Grant Application and DHCD Sustainable Communities-Community Legacy Grant Applications” on June 21, 2017; and

WHEREAS, the Mayor and Council approved Resolution 41-17 entitled “A Resolution to approve a Maryland Energy Administration Maryland Smart Energy Communities Grant Agreement for Solar Photovoltaic System at the Police Station” on June 21, 2017; and

WHEREAS, renewable energy is energy that is collected from renewable resources that are naturally replenished on a human timescale and it includes sources such as sunlight, wind, rain, tides, waves, and geothermal heat; and

WHEREAS, the Maryland Clean Energy Jobs Act (SB 516) passed by the State of Maryland on May 22, 2019, requires fifty percent (50%) of Maryland’s energy to come from renewable sources and fourteen and one-half percent (14.5%) from in-state solar by the year 2030; and

WHEREAS, clean energy sources such as wind can be more affordable than fossil fuel sources; and energy efficiency measures that drive down energy demand are the most cost-effective means to reduce fossil fuel consumption; and

WHEREAS, renewable energy represents a substantial economic opportunity for Town of Forest Heights to create jobs in an emerging industry, increase economic security and expand

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 23-22**

prosperity for local residents, reduce air pollution and associated public health risks, reduce the strain on water resources, and save consumers money; and

WHEREAS, pursuant to Section 7-701 of the Public Utilities Article of Md. Ann. Code, the General Assembly of Maryland has declared its intent to increase its reliance on renewable energy in order to reduce greenhouse gas emissions and meet the State's greenhouse gas emissions reduction goals under § 2-1205 of the Environment Article; and

WHEREAS, Town of Forest Heights is dedicated to being a better steward of its land and resources, as well as the Town's recent collaboration with PEPCO to install twenty (6) electronic charging stations on County property; and

WHEREAS, renewable energy sources have significant public health co-benefits associated that can help address pressing environmental justice challenges in sensitive communities including the Town of Forest Heights and other communities around the country; and

WHEREAS, "renewable energy" specifically excludes energy derived from fossil fuels, nuclear, incineration of municipal and medical waste, and large-scale future hydroelectric development.

THEREFORE, BE IT RESOLVED by the Mayor and Town Council of Forest Heights that the Town of Forest Heights Government hereby establishes a one hundred percent (100%) renewable energy goal for Town government electricity use by the year 2030.

AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage.

PASSED this ____ day of April 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland.

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

LILLY	_____
KENNEDY	_____
ATKINSON	_____
BARNES	_____
HINES	_____
WASHINGTON	_____
NOBLE	_____

TOWN OF FOREST HEIGHTS
RESOLUTION 23-22

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 23-22**

ATTEST:

THE TOWN OF FOREST HEIGHTS,
MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ____ of April 2022 with ____ Aye votes and ____ Nay vote the aforesaid Resolution ____-22 passed.

Sherletta Hawkins, Town Clerk

**TOWN OF FOREST HEIGHTS
RESOLUTION 24-22**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF FOREST
HEIGHTS, MARYLAND TO APPROVE THE EMPLOYMENT OF JENCHESKY
SANTIAGO AS CREWMAN II TO SERVE WITHIN THE FOREST HEIGHTS PUBLIC
WORKS DEPARTMENT**

Introduced By: Mayor Calvin Washington

WHEREAS, pursuant to Section 33-66 of the Charter of the Town of Forest Heights (the "Charter") the Town shall have the power to employ such employees as it deems necessary to execute the powers and duties provided by the Charter or other state law and to operate the Town government; and

WHEREAS, pursuant to Section 33-18(b) of the Charter, all full-time subordinate officers and employees of the offices, departments, and agencies of the Town government shall be appointed and removed by the Mayor with the consent of the Council, in accordance with rules and regulations of any merit system which may be adopted by the Council; and

WHEREAS, The Towns Fiscal Year 2022 Budget includes a currently vacant position for a Crewman II that needs to be filled in order to maximize staffing necessary to support functions within the Public Works Department; and

WHEREAS, the Council finds that Jenchesky Santiago has shown that he has the necessary experience, training, and knowledge to serve as a Crewman II in the Public Works Department and it is in the best interest of the Town to hire Mr. Santiago as a Public Works Crewman II; and

NOW THEREFORE BE IT RESOLVED, that the Town Council hereby consents to the Mayor's hiring of Jenchesky Santiago as Crewman II at the salary of \$16.00 per hour; and

BE IT FURTHER RESOLVED, that said Crewmans' salary shall be paid from line item 7085 Salary from the FY2022 Budget; and

AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage.

PASSED this ____ day of April, 2022

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

**TOWN OF FOREST HEIGHTS
RESOLUTION 24-22**

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

LILLY

KENNEDY

NOBLE

BARNES

HINES

WASHINGTON

ATKINSON

ATTEST:

THE TOWN OF FOREST HEIGHTS,
MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ____ day of April 2022 with ____ Aye votes and ____ Nay votes the aforesaid Resolution ____-22 passed.

Sherletta Hawkins, Town Clerk